

**LOUISIANA  
DEPARTMENT OF TRANSPORTATION AND DEVELOPMENT  
SPECIFICATIONS**

**RENTAL AND MAINTENANCE  
DOTD LOGO RUGS AND SCRAPER MATS**

**SCOPE OF WORK:**

The following specification sets for the requirements for the rental and maintenance of Louisiana Department of Transportation and Development (DOTD) Logo Rugs and Scraper Mats. Rugs and scrapers mats shall be provided at various DOTD locations throughout the Greater Baton Rouge area on an as needed basis in accordance with the specification provided herein.

**REQUIREMENTS:**

Contractor shall furnish all labor and materials necessary to deliver, place, pick-up/remove and clean DOTD logoed rental rugs and scraper mats.

**Scraper Mat**

The scraper mat shall be black and made of ¼” to ½” thick 100% Nitrile rubber with molded cleats. Mats shall be certified ‘High Traction’ by NFSI (National Floor Safety Institute).

Mat shall be rectangular with measurements that are 4’ H x 5’ W – 4’ H x 6’ W.

**Logo Rug**

The rug face shall be a nylon pile yarn with face weight of 25- 40 ounces per square yard. The nylon must be able to dissipate static. The rug border and backing shall be 100% Nitrile rubber capable of keeping the rug from slipping and/or sliding out of place. Rubber backing shall have a thickness of 55 to 65 mil. The border thickness shall be 90 to 107 mil. Rugs shall be certified ‘High Traction’ by NFSI (National Floor Safety Institute).

Rugs shall be a supplied in the following shapes and dimensions:

- Rectangular Landscape Logo Orientation
  - 2’ H x 3’ W – 2’ H x 4’ W
  - 3’ H x 4’ W – 3’ H x 5’ W
  - 4’ H x 5’ W – 4’ H x 6’ W
- Rectangular with Portrait Logo Orientation
  - 3’ W x 4’ H – 3’ W x 5’ H
- Runner with Landscape Logo Orientation
  - 3’ W x 9’5” L – 3’ W x 10’ L

**DOTD Logo**

Color logo design shall be woven into the rug, screen printed images will not be accepted. The background of the rug shall be charcoal grey or equal.

**DELIVERY SCHEDULE:**

Services shall be provided on a weekly basis and coordinated with the Point of Contact (POC) per location. POC information will be provided to the Contractor through a Purchase Order to begin services at the designated location.

Services shall not be performed on a State holiday, both those observed in accordance with Louisiana Revised Statute 1:55 and those that are proclaimed throughout the year by the Governor. Per Louisiana Revised Statute 1:55, the State observes the following holidays:

- **New Year's Day – January 1st**
- **Martin Luther King, Jr.'s Birthday – 3rd Monday in January**
- **Mardi Gras – Tuesday before Ash Wednesday**
- **Good Friday – Friday before Easter**
- **Independence Day – July 4th**
- **Labor Day – 1st Monday in September**
- **Veterans Day – November 11th**
- **Thanksgiving Day – 4th Thursday in November**
- **Christmas Day – December 25th**

It is the Contractor's responsibility to communicate with the Department POC as to whether the Governor has proclaimed a State holiday. As well, during times of severe weather or emergency situations, the Contractor must contact the POC to verify that services are to proceed as scheduled or will be postponed.

**PERSONNEL:**

All Contractor personnel are expected to work in a manner that will maintain the security and best interests of the Department. The Department reserves the right to require the Contractor to dismiss any employee deemed incompetent, careless, insubordinate or otherwise objectionable or any person whose actions are deemed to be contrary to public interests or inconsistent with the best interest of the Department. The Contractor agrees that he and his employees will conduct themselves in a careful and prudent manner and that he will not permit the facility placed at his disposal to be used for purposes other than those specified herein.

The Contractor shall not allow any person less than 18 years of age or any person that is not on the Contractor's payroll into or on the grounds of the facility at any time. The Contractor will be responsible for compliance with all Department policies, security measures, and vehicle regulations and will be directly responsible for any and all damages to Department buildings and/or their contents caused by Contractor employees.

**NOTE:** All employee bags / packages or other items brought into, or out of the facility are be subject to search.

**REPAIRS AND REPLACEMENTS:**

The Department reserves the right to reject any rugs or mats which are torn, stained, faded, or otherwise deemed unacceptable. No additional charges will be allowed for repairs.

The Department will be responsible and will be charged the replacement cost for any item(s) which are lost or maliciously damaged. Prior to any charges for maliciously damaged item(s), the item(s) must be inspected by DOTD personnel. If the agency's designated representative concurs, the Department will authorize payment for such item(s).